

Wenonah Free Public Library  
Board Meeting Minutes May 5, 2021

Attendees: Michelle Contarino, Jessica Doheny, Carol Newman, Ellen Hummel, Carol Murphy, Deb Cline, Linda Helmbrecht, Anne Zuber

M. Contarino called the meeting to order at 7:02 p.m. at which time the Open Public Meeting Notice was read:

***In compliance with the Open Public Meetings Act of the State of New Jersey, notification of this meeting has been sent to The South Jersey Times and posted on our webpage and on the bulletin board in the library.***

### **Read and approve**

- The Board approved the minutes from the April 2021 meeting. (Motion by D. Cline/Seconded by L. Helmbrecht/ Not eligible to vote: C. Newman/All others in favor.)
- Treasurer's report. Bank balances as of May 5, 2021: Checking account - \$10,116.11, Savings account - \$41,019.18.
- The Board approved the April bills list. (Motion by J. Doheny/Seconded by D. Cline/All in favor.)

### **Librarian Report**

April 2021 stats AF-147 ANF-21 JF-67 JNF-10 Vid-11 Aud-0 eBook/Audio Downloads-78 + JC/ILL 16  
Total = 350 EDS - 263 sessions, 327 interfaces, 110 requests, 42 full text, 14 links, 54 abstracts  
Hoopla - 4/22-4/30/21 7 items borrowed. 5/1-5/4/21 2 items borrowed.

### **Old Business**

- EBSCO database service and hoopla are operational. Promotional materials printed
- AT&T will not support landline as of October 2021. Investigating options to keep same phone number.
- The Board approved a motion to purchase a plaque acknowledging the \$1000 donation received from Susy and Gary Christensen in memory of her mother Suzanne Lang and to display it in the library. The plaque will read "This seating area was made possible in part by a generous donation in memory of Suzanne Lang by Suzy and Gary Christensen." (Motion by L. Helmbrecht/Seconded by D. Cline/All in favor.)
- Romano & Todd refinished front door on April 10, 2021 and Stanley Steemer cleaned carpets on April 17, 2021.
- Anne Zuber sent a retirement card to Ken Trovarelli of the Wenonah Public Works department with a \$30.00 restaurant gift card and our thanks.
- Used book Sale on April 24, 2021 realized \$263.00, with proceeds to Friends of the Library.
- Anne contacted six beekeepers from the NJ Beekeepers Association to remove bee swarm that occurred on April 27-28, 2021. No responses. Left windows open during open hours and the swarm dissipated.
- Gloucester County Master Gardeners replanted the library rain garden on May 4, 2021.
- Anne is considering Max Pozza's offer to bid on technology upgrade for internal network.
- Madeline Helmbrecht has been volunteering at the library for a couple of hours on Wednesdays and Thursdays. She has been a great help in weeding, clearing out old files and straightening shelves.

### **New Business**

- Promotion efforts for Ebsco and hoopla continue. The Book Sale on Yard Sale Day was an opportunity to answer questions for patrons. Anne is also setting up staff training for Ebsco and hoopla.
- Karel Black has been working on the Summer Reading Program along with Mike Matalavage.
- The annual heater & A/C service is scheduled for May 14, 2021.
- The Board agreed to maintain the COVID-19 sign-in procedures at the library for now and will revisit each month.
- Anne will be traveling to California from May 26 through June 1, 2021 and will not need to quarantine on return.
- The Lighting committee reported that lighting strips for the upstairs bookcase would not work and they are considering directed spotlights on the beams. D. Cline and L. Helmbrecht will pick and order ceiling fans soon.
- When M. Contarino is absent due to graduate classes, Mayor's representative J. Doheny will run board meetings.

M. Contarino adjourned the meeting adjourned at 7:52 p.m.

Next meeting, June 2, 2021

**2021 Meetings** are as follows: 1/6/21 at 7 pm (Reorganization Meeting), 2/3/21, 3/3/21, 4/7/21, 5/5/21, 6/2/21, 7/7/21, 8/4/21, 9/1/21, 10/6/21 and 11/3/21 and 12/1/21, all at 7 p.m.